

Zoning Permit Application

Date: [Insert Date]

To,

[Insert Name]

[Insert Title]

[Insert Department/Agency Name]

[Insert Address]

Subject: Application for Zoning Permit for Environmental Impact Assessment

Dear [Insert Name],

I am writing to formally submit my application for a zoning permit for the property located at [Insert Property Address]. This application is submitted in accordance with [Insert Relevant Zoning Ordinance/Regulation] to conduct an Environmental Impact Assessment (EIA) as required for the proposed project.

The project aims to [briefly describe the project], which we believe will have a positive impact on the community and the environment. We recognize the importance of assessing potential impacts and are committed to adhering to all requisite environmental regulations and guidelines.

Enclosed with this letter, you will find:

- Completed zoning permit application form
- Project description and objectives
- Preliminary site plans
- Proposed timeline for the EIA
- Any additional documents as required by [Insert Department/Agency Name]

We would appreciate your guidance throughout this process and are happy to provide any further information or clarification required. Please feel free to contact me at [Insert Phone Number] or [Insert Email Address] at your convenience.

Thank you for considering our application. We look forward to your prompt response.

Sincerely,

[Your Name]

[Your Title/Organization]

[Your Address]

[Your Phone Number]

[Your Email Address]